



# Committee Minutes

## Joint Accessibility Advisory Committee December 8, 2021 – 1:30 PM

The Grey County Joint Accessibility Advisory Committee met on the above date through electronic means with the following members participating:

Present: Vice Chair Dwight Burley, Andy Underwood, Brooke Sillaby and Andrew Edgcumbe

Regrets: Claudia Strel Locke, Catherine Sholtz and Christina Schnell

Municipal Representatives:

Holly Malynyk, Township of Southgate; Carly Craig, Georgian Bluffs;  
Debbie Yip, Grey Highlands; Jen Patton, The Blue Mountains

Staff

Present: Kathie Nunno, Administrative and Accessibility Coordinator; Heather Morrison, Clerk; Stephanie Lacey-Avon, Intermediate Planner; Rob Hatten, Communications Manager; Brad Fritz, Business Analyst Programmer and Tara Warder, Deputy Clerk/Legislative Coordinator

### Call to Order

Vice Chair Dwight Burley called the meeting to order.

### Election of Chair and Vice Chair

Heather Morrison noted that the election will be deferred until the new year when Council member subcommittee appointments are confirmed.

### Declaration of Interest

There were no declarations made.

### Site Plan Reviews

#### *Kolapore Parking Lot*

Stephanie Lacey-Avon addressed the Committee on the subject parking lot located at the corner of Grey Road 2 and the Osprey-Blue Mountains Townline.

The property serves various uses today. The parking lot is currently gravel and there will be 23 spots available for parking. In the winter season however, this will be reduced because of space required for snow clearing.

Garbage receptacles and a rest area are planned for the lot as well. Staff are seeking accessibility considerations from the Committee.

Feedback included whether there will be accessible parking spaces and a request to ensure waste receptacles are available. Ms. Lacey–Avon noted that if the lot remains gravel, there is no way to mark accessible spaces on the ground, however if it is paved there will be accessible spaces.

## Reports

### *Grey Highlands 2021 Accessibility Compliance Report*

Debbie Yip addressed the Committee on the Accessibility Compliance Report.

Discussion occurred on Section 14 and the requirements for confirming to World Wide Web Consortium Web Content Accessibility Guidelines 2.0. Ms. Nunno suggested that the answer to 1 a) could be changed to Yes and keep the comment regarding participating in the Grey County Joint Accessibility Advisory Committee.

JAAC01-22 Moved by: Andy Underwood      Seconded by: Brooke Sillaby

**That the Grey County Joint Accessibility Advisory Committee supports the Municipality of Grey Highlands 2021 Accessibility Compliance Report.**

Carried

### *Grey Highlands 2021 Progress Report*

Debbie Yip presented the 2021 Progress Report. She spoke to the various improvements made, including improvements to Human Resources forms, burn permit forms and generally making it easier for people to fill forms out online. There have been several projects where accessibility components that have been updated.

She noted that Grey Highlands is working on educating staff on what items need to come to the Committee. Clarification was provided around what items come forward to the committee. It was noted that there was a list of specific site plans on public spaces that are to come forward which was supported by the Committee. The requirement for sidewalk reviews to come forward is in the legislation.

It was noted that the Markdale Hospital will need to come forward and may need to be a meeting on its own.

Ms. Nunno referred to Report CCR-JAAC-11-20 Fulfilling Municipal Accessibility Requirements.

There has been concern that the committee meets infrequently, and it could hold up plans. Kathie Nunno noted that this Committee has committed to not creating bottlenecks on developments and plans and can meet when needed.

The Committee congratulated the Municipality of Grey Highlands on the work it has been doing with respect to improving accessibility.

*JAAC02-22* Moved by: Andrew Edgecumbe      Seconded by: Andy Underwood

**That the Grey County Joint Accessibility Advisory Committee supports the Municipality of Grey Highlands 2021 Progress Report.**

Carried

## Grey County Website Redesign Presentation

Rob Hatten and Brad Fritz spoke to the Committee on the redevelopment of the website [www.grey.ca](http://www.grey.ca). They are advising on the plan for the redesign and to give an early preview of the website. They are seeking some feedback on some specific questions.

It was noted that the vision for the website is to be a high performing, user friendly website. Website users need to be the centre of the decision making when completing the design.

One of the goals is to minimize the amount of time users spend on [www.grey.ca](http://www.grey.ca) and to also minimize the number of pdfs that are posted on the site as pdfs have accessibility challenges. There are plans to enhance online service delivery, improve online fillable forms, and to design the website with a mobile first vision in mind. It was noted that many users are accessing the website on hand-held devices. It has to work for mobile and desktop devices but the mobile experience will be prioritized.

The County is required to design the website to Web Content Accessibility Guidelines (WCAG) 2.0 level.

Brad Fritz then provided an overview of the proposed site. He noted that the homepage will be high contrast and avoid sliders. There is a menu to the right, with white font on a darker contrasted photo. News and Contact Us menu items are high traffic selections.

The Committee discussed the menu having a solid colour behind it to improve visibility.

There was a suggestion to have someone test a variety of screen readers to make sure they interpret the setup as designed. Staff noted it would be helpful for members to take

a look at it when there is a beta version available. Ms. Sillaby offered to help with screen reader testing and website navigation.

It was also noted that the selection button to take the user back to the top of the webpage is difficult to see.

Discussion occurred on the use of accordions (expanded selection) and whether they are problematic for accessibility. Brook Sillaby noted that other websites she has used with accordions are accessible. She can provide feedback to staff on the current use of accordions on the County's website.

Challenges with CAPTCHA usability were also discussed.

## Other Business

There was no other business.

## Next Meeting Dates

January 17, 2022, 1:30 PM.

On motion by Brooke Sillaby and Andy Underwood, the meeting adjourned at 2:49 PM.

Dwight Burley, Vice Chair